



Chris Christie  
Governor

Kim Guadagno  
Lt. Governor

Allison Blake, PH.D., L.S.W  
Commissioner

JOB VACANCY POSTING

POSTING #:	046-14	ISSUE DATE:	May 15, 2014
TITLE:	DEPUTY DIRECTOR OF RESOURCE FAMILIES, ADOPTION AND INTERSTATE	CLOSING DATE:	May 29, 2014
LOCATION:	Department of Children and Families (DCF) Division of Child Protection & Permanency (DCPP) 50 East State Street Trenton, NJ 08625		
POSITIONS:	1	RANGE:	M98
DISTRIBUTION:	STATE-WIDE	SALARY:	Commensurate with education and experience

SCOPE OF ELIGIBILITY: Opportunities are subject to current promotional and hiring restrictions.

DCF is seeking a strong leader with senior level management and administrative experience in services such as adoption and foster care, knowledgeable of regulatory licensing requirements and work as a team member with senior executive staff toward a unified vision of child safety, permanency and well-being. Candidates must have demonstrated experience in DCP&P case practice, adoption practice, recruitment and licensing of resource homes and interstate and international placement services; must be effective in both verbal and written communication.

**Responsibilities:** As a key senior manager, this position is responsible for sustaining placement support services and managing statewide operations for Adoption Services, Office of Resource Homes, Office of Resource Home Licensing and Interstate Compact Services.

- Provide vision and guidance to advance and sustain best practices, in service to our children, youth and families
- Provide statewide leadership for all areas of adoption, including oversight of the subsidy program, adoption exchange and registry and adoptive placements
- Evaluate and support statewide resource family initiatives, recruitment and retention efforts
- Oversee State licensing regulations and works in partnership with sponsoring agencies, licensing constituents, consumers and advocates
- Ensure conformance with DCF policy, federal and state laws and regulations regarding ICPC services and requirements
- Identify areas of system improvement and develop and implement performance improvement strategies
- Evaluate employee performance, recommending hiring, promoting and disciplining of staff
- Participate in senior leadership meetings to provide guidance in all areas of Adoption and Resource policy and practice
- Collaborate with the Policy Development Unit to review existing policies and assist with the development of future policies to support best practice
- Serve as a liaison to the DCF Office of Performance Management and Accountability
- Participate in the development of RFPs to align service provision with the needs of DCP&P children, youth and families
- Serve as liaison to the Division of the Children's System of Care, Division of Family and Community Partnerships, the Office of Adolescents and the Child Health Unit for coordination of practice related matters

REQUIREMENTS

**EDUCATION:** Graduation from an accredited college or university with a Bachelor's degree. **A Master's degree in Social Work is preferred.**

**EXPERIENCE:** Ten (10) years of experience in a public or private organization involved in programs focusing on child welfare and child protective services, five (5) years of which shall have involved training, coaching or mentoring focused specifically on improving child welfare case practice. Six (6) years of experience involved in supervisory or management responsibilities is preferred.

**RESIDENCY LAW:** Pursuant to N.J.S.A. 52:14-7 (L. 2011, Chapter 70), also known as the "New Jersey First Act," which became effective September 1, 2011, all persons newly hired by the Executive Branch on or after that date shall have one year from the date of employment to establish, and then maintain principal residence in the State of New Jersey. New Jersey State employees hired prior to September 1, 2011 who transfer from within the Executive Branch or from another State of New Jersey appointing authority without a break in service greater than seven days but who reside outside the State of New Jersey are not required to change their principal residence to New Jersey in order to comply with the act.

**LICENSE:** Appointees will be required to possess a driver's license valid in New Jersey only if the operation of a vehicle, rather than employee mobility, is necessary to perform the essential duties of the position.

Electronic Filing:

Forward a cover letter and resume electronically to:

Jennifer.Dowd@dcf.state.nj.us.

Include the Job Posting # in the subject line of your email.

Alternate Filing:

If unable to file electronically, applicants may forward a cover letter and resume (including Job Posting #) to:

Linda M Dobron, Director Human Resources  
Department of Children and Families  
Office of Human Resources  
P.O. Box 717  
Trenton, NJ 08625